

Acton Council on Aging Board Meeting Minutes for 12/13/2010

Present: Barbara Tallone, Chair; Charlie Aaronson, Vice-Chair; Stephen Baran, Treasurer; Sally Thompson, Secretary; Jim Papachristos; Paul Turner; Sharon Mercurio, Director; Mike Gowing, Liaison Board of Selectmen; Norma Wu, President Friends of the COA.

Absent: Pat Ellis; Barbara Willson; Detective Dan Silva, Liaison Police Department.

Call to Order:

The meeting was called to order by Barbara Tallone at 3:45 PM on 12/13/2010 at the Senior Center.

Items disseminated at meeting include:

- Meeting Agenda
- Director's Report for November 2010
- FY11 COA Budget through 2nd quarter
- Draft Copy of the revised By-Laws of the COA

Review of the Minutes- Sally Thompson

The minutes of the Acton Council on Aging Board meeting for 11/08/10 were approved without amendment.

Vice-Chair Report-Charlie Aaronson

Charlie distributed the revised By-Laws for review and discussion. Corrections to the agenda format under Article 3 were suggested and discussed in detail. These include striking the term new business. Corrections to the procedure for submission of approved minutes in Article 4 were also discussed and recommended to reflect the submission of the minutes to the Town Clerk and Board of Selectmen. The By-Laws were accepted with the recommended changes by unanimous vote. The COA board recommends that Charlie provide a copy of the finalized By-Laws to Mike Gowing, BOS Liaison to the COA, for delivery to the Town of Acton attorneys for further review before presentation to the BOS.

Director's Report- Sharon Mercurio

Sharon reports that she has met with various department heads to introduce herself. She met with the Budget Committee to discuss the COA Van Enterprise fund. She also met with Jim Scanlan from LRTA to discuss transportation issues. Sharon also completed the National Information Management System training (per FEMA).

Sharon also reports that the furnace was replaced and a programmable thermostat was installed on the office end of the Senior Center. A new Senior Center sign was installed. The COA is looking for a compact refrigerator to be placed in the dining area for the convenience of the seniors who bring their meals. There are also needs to address with repair of the cable TV system, installation of a printer, and installation of safety alarms.

There was one medical call in which a senior needed assistance and another senior had to go to the staff offices to find help.

The COA Newsletter is available on the Town Web-site for review of programs. Highlights of upcoming programs include: Holiday Tea, Christmas at Victoria Mansion, Ask the Lawyer program, Beaded Jewelry class, Holiday Concert with Davis Polansky, and Taking Care of Yourself and others program.

As of December 10, 2010 the Non-personnel budget has spent \$6,233. Printing costs increased in the second quarter by \$100 as the printer is now folding the COA Newsletter to meet Post Office standards.

Treasurer Report – Steve Baran

Steve reports that he has fulfilled the duty to meet with the Director on a quarterly basis to review the budget.

Steve has discussed with Sharon possible Senior Financial Education Programs. Under consideration is a book club that will closely study a book on senior finances over a six week period. Also under consideration is a six week program of invited speakers with expertise in senior finances.

Steve also suggested the creation of a long range planning committee that will keep the need for a new Senior Center in the public's awareness. Jim Papachristos, Barb Tallone and Steve Baran will form a sub-committee to champion an on-going public awareness of the need for the Senior Center expansion with the growing aging population in Acton.

Liaison to BOS- Mike Gowing

Mike has been working with LRTA to discuss the Road Runner Van and scheduling problems. There are multiple dispatchers serving a number of towns in the metro-west area and there appears to be a scheduling software problem that does not allow dispatchers to schedule the van effectively. Mike is working with the LRTA to improve services.

Liaison to Friends of the COA – Norma Wu

Norma announced that she has been made president of the Friends of the COA. She reported that thus far for this fiscal year the Friends of the COA has provided \$15,908 toward COA programs and support. The Friends of the COA has received \$16,641 through fundraising efforts. They raised \$3400 from the Holiday Craft Fair and quilt raffle. They are sending out 2632 envelopes for the annual senior appeal.

Liaison Acton Police – Detective Dan Silva

No report as Detective Silva was absent.

Liaison to Healthy Communities-Health Department Group-Barbara Willson

No report as Barbara Willson was absent

Liaison to Minuteman Senior Services- Charlie Aaronson

Charlie reported that Minuteman Senior Services is optimistic about their new programs. They will be starting Options Counseling at Emerson Hospital. Apparently, hospitals are under the effect of new regulations in which they will be penalized if patients are readmitted in less than 30 days for the same condition. Options Counseling offers discharge planning opportunities to patients that can help them with successful rehabilitation after hospitalization or surgery. Minuteman Senior Services is also initiating Healthy Aging programming that is evidence based.

Old Business- Barbara Tallone

Sue Benson of the Acton 2020 Committee will attend the February COA board meeting to inform the board about the committee activities.

Close Meeting-Next Meeting– Barbara Tallone

The meeting was adjourned at 5:05PM. The next regularly scheduled meeting of the COA Board is January 10, 2011. It will be held at the Acton Senior Center at 3:45PM.

Respectfully Submitted,

Sally Thompson, Secretary